



Office of the City Engineer
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CITY OF WEST LAFAYETTE CONTRACTOR BONDING REQUIREMENTS

Bonds must be on file with our office before a contractor may perform any permitted work within the city limits.

A building permit will not be issued until all bonds are in place.

Bonds are required for the following trades:

General Contractor
Concrete
Electrical
Heating & Air Conditioning
Masonry Work, Stone Masonry, Brickwork
Carpentry or Structural
Plumbing*
(*must also have Indiana plumbing license number on file)
Excavating

Guidelines:

1. License & Permit bonds are obtained through an insurance company.
2. The City of West Lafayette is the listed "obligee".
3. General contractors must be bonded for \$25,000. Sub-contractors must be bonded for \$5,000 per trade.
 - * Sub-contractors must list on the bond what trade(s) they are covered to perform.
 - * A sub-contractor may be covered for more than one trade on a bond, but the bond must list each trade he is covered to perform and it must be increased in value by \$5,000 per trade.
4. The term of the bond is established by the bonding company, typically its one year from the issue date. Occasionally it is a continual bond and will continue in force until cancelled.
5. **The bond must be an original, or it is not valid, and will not be processed.**
Many bonds are now printed from an internet source and are not easily identified as originals. Make sure the bond can be identified as an original with a raised seal, or a sticker. You may also print the bond in color.
6. The bond must be signed by the principal (original signature), and must have the corresponding Power of Attorney attached.
7. Once expired, bonds may be continued in two ways; a new bond may be issued (in which case they must go through the bonding requirement process again), or, if the customer is continuing their existing bond, they may use a "Continuation Certificate".